Re-Entry of Plugged and Abandoned Wells in AFMSS

Data Entry Policy and Procedures

The following data entry procedure is to be followed for re-entered (re-drilled), plugged and abandoned well records in AFMSS. This procedure is to be followed only for those wells where the original well bore is plugged to the surface and final restoration of the surface has occurred and has been approved by the BLM. The operator will then submit a new Application for Permit to Drill (APD) to re-enter this well bore. This is not to be used for wells that are recompleted or reworked.

When an Application for Permit Drill (Re-Entry) is received from the operator, you must find the original plugged and abandoned well record in AFMSS. From the Main Menu:
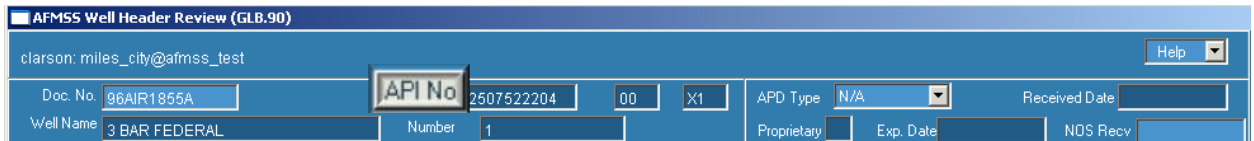
1. Select Operations.

2. Select Wells.

3. Query on the Well List (GLB.89) screen for the original well record.

4. Highlight the record to select it, and click on the Well Header button to launch the Well Header (GLB.90) screen. (The well status of this record should be P+A.)

5. Click on the API Number button next to the API number field. This will launch a small window that will allow the API number to be revised.

To keep the original data intact, the original API number will be changed, using a number from a temporary block of API numbers. API Numbers for a given state and county from

87000 through 90000 can be used. The use of Temporary API numbers for a given state and county is sanctioned by MMS and API.

Leave the first five digits of the API number as they are. (The first two digits indicate the State code, and the next three indicate the County code.)

Change the next five digits of the original API number using a number within the block of Temporary API numbers ranging from 87000 through 90000. Begin with 87000 and use the numbers sequentially thereafter. Use the receipt date of the new APD as the effective date for the API number change.

6.

7. On the two subsequent message windows, click Yes and OK to proceed.

8. Save the well record.

9. Click on the Remarks button. Add new remarks to show the original API number, the date it was changed, and the reason for the change (re-entry of plugged well).

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Original API number has been changed from 250752220400X1 to 250258700100X1 because the well was plugged and abandonded and is being re-entered with a new APD. The original record is changed and a new APD record with the original API number has been entered as 250752220400S1, effective 7/10/09.

Add New | Save | Clear | Delete | Exit | Print

NOTE: It is <u>critical</u> that remarks be entered into the "general well remarks" for the original well showing what the original API number was.

Using the example well above, the API number on this record was changed from 25075**22204**00S1 to 25075**87001**00S1 (or any number from 87000 through 90000). The effective date of the change will be the date the new well is spud. Until the new well (re-entry) is spud, it is not necessary to enter the API in the new well record. It can remain blank.

When the new APD is entered, the API number remains blank until the well is spud. Once the well is spud, the API number is entered, using the original base number of 25075**22204** but the completion code will be S2 (250752220400S2). The original well record probably used an X1 completion code at the time it was spud, so it cannot be used again. The completion code of X1 can only be used one time per API number. Do not use X2 as this will cause problems when the document is transmitted to the Minerals Management Service. Their system cannot accept an X2 completion code.

Under normal circumstances, once the new well has completed, the API number is changed from an X1 completion code to S1. However, the original API number may have already used the S1 completion code so it cannot be used again. This is the only instance where you will enter the S2 completion code at the time of the spud (even if the well is completed in the same zone as the original).

It is critical to enter remarks in BOTH wells to explain the use of the API Number(s) and allow the relationship between the two wells to be obvious.

As numbers for re-entries are assigned, each FO should maintain a list for each state and county code and the numbers assigned to ensure that numbers are not repeated.

The history for the original wellbore remains intact as does the history for the new well. The possibility that OGOR data may exist under the original API number with the completion code of X1 or S1 can be a concern. The OGOR data will remain in AFMSS, but may be difficult to find because the original API number has been changed. This is a minor issue because often there is no OGOR data in AFMSS because these wells are so old.